



## MINUTES/PROCEEDINGS

### METRO SAN GABRIEL VALLEY GOVERNANCE COUNCIL REGULAR MEETING

The Grapevine Room - Adult Recreation Center  
324 South Mission Drive, San Gabriel, CA 91776

Tuesday, November 4, 2003 – 5:00 p.m.

Called to order at 5:08 p.m.

Council Members present:

Bart Doyle (Chair)

Sid Tyler (Vice Chair)

Harry Baldwin

Emile Bayle

Bruce Heard

Henry Lopez

Sharon Martinez

Dave Spence

Rosie Vasquez

1. APPROVED Minutes of October 7, 2003 Council Meeting.
2. Public Comment – None
3. Safety Contact – Ed Boghossian reported on the Division 9 Safety Committee, Field Observation and Feedback Subcommittee, the purpose of which is to raise safety awareness by engaging in two-way communication with employees regarding safety behavior.
4. RECEIVED report of the General Manager

OSHA Reportable Incidents declined – only 7 this year compared to 16 last year.

Bus Accidents – Still experiencing difficulty meeting the goal of 3.1; currently at 3.2 for this month. Division 3 had 3.78 per 100,000 miles, largely due to the nature of the service coming from that Division.

Workers' Compensation Claims spiked in September in part due to the labor situation.

Miles between mechanical failures improved slightly from 6,000 to 6,900 miles. It is still an uphill battle to reach the goal of 9,000 miles.

Bus Cleanliness rating is down for the quarter to 7.23 on a scale of 1 to 10.

Complaints also spiked in September. There was a higher rate of service cancellations due to a manpower shortage caused by people who do not report to work due to sickness or injury.

Passenger Boardings also took a sudden dip in September.

On Time Performance is still lower than acceptable at 65%. The goal is 80%. This is one of our highest priorities for this fiscal year.

Councilmember Baldwin requested that the relevant goals be added to the performance indicator graphs.

Mr. Gabig also shared the new bus paint color scheme: Orange for local; Blue for express and Red for rapid bus. Currently painting 7 buses per week, so this will be a 2-3 year program.

Councilmember Tyler asked the timetable for preparing the operating and capital budgets for next year. Mr. Gabig responded that work has begun on the capital budget. He suggested getting the Councilmembers involved in January on the operating budget, and offered to report at the next meeting on the status of the current capital requests. Mr. Tyler added that he feels development of the budget parameters will present a very significant education for the Council.

Financial Review - Steve Rosenberg reported that the Sector is \$564,000 under budget on the year-to-date budget of \$28.5 million. Transportation is \$1.2 million under budget, while labor is \$38,000 over budget. Fringes and overhead are slightly under budget by \$100,000. Non-labor is \$1.1 million under budget. Maintenance is \$491,000 over budget for the quarter. General Manager Gabig explained that there have been unanticipated expenses related to the bus-cleaning program and a \$191,000 overrun in vehicle repair parts owing to the clean-up effort at Division 3. Absenteeism has also caused problems. Regular direct labor is under budget because people are out, but it is more than offset by the overtime used to cover those shifts. Overtime goals of 9% for maintenance and 20% for operators are currently being exceeded.

Revenue Service Hours for the quarter were budgeted at 311,000; actual services hours delivered were 375 less.

Workers' Compensation charges are 71% under the year-to-date budget.

Future Agenda Items

Marketing and Communications Plan

Eastside Gold Line

Safety's First and Workers' Compensation Programs

ATMS

Maintenance and Materiel Management System

Gold Line operations update

2004 Operating & Capital Budgets

5. RECEIVED **FY04 Budget Report** from Dan Ramirez.

Mr. Ramirez reviewed the specifics of the Sector operating and capital budgets.

Labor is 80% of the entire budget of \$97 million. Non-labor is \$18 million. Labor accounts are built from the ground up each year, whereas an account such as office supplies will be based on the previous year's actuals. Revenues are allocated at the operations level, not the sector level. The individual sector does not necessarily have control over "other sector support" which will be allocated based on expected usage.

6. RECEIVED an oral report on **Community Relations**.

Helen Ortiz, Community Relations Manager, reported having participated in the City of La Puente Community health Fair on October 9.

Upcoming events include the Mariachi Festival on November 16 in Boyle Heights, and Mobility 21 on November 17 at the Westin-Bonaventure Hotel.

Ms. Ortiz also reported that MTA provided drivers and buses to transport firefighters during the recent forest fires.

7. RECEIVED an oral briefing on **Potential Hub and Spoke Service** in San Gabriel Valley Sector by Planning Manager Callier Beard.

Ms. Beard explained some of the objectives of the hub and spoke system. They are to increase transit market share, attract discretionary riders, enhance connectivity of the regional system and reduce travel time.

Phased implementation will begin in June 2004 for changes not requiring public hearings. Public hearings regarding the changes will begin as early as March 2004, and implementation of those changes in December 2004. Potential hubs identified by Sector staff are El Monte Station, Old Town Pasadena, and County USC Medical Center. Possible secondary locations are Sierra Madre Villa Station, Cal State L.A., Rose Hills Station, York and Figueroa, East L.A. City College, Altadena/Lake area, Del Mar and Valley and the Montebello Town Center. Assistance will be sought from cities for funding hub stations and amenities.

General Manager Gabig will attempt to involve the Council in the early discussions with the consultant regarding selection criteria for the hubs.

8. **CARRIED OVER** an oral briefing on **El Monte, CSULA Busway, and LAC/USC Busway Station Remodeling** projects by Jack Gabig.
9. Chair's Remarks - None
10. Consideration of Items not on the Posted Agenda – None

Mr. Gabig introduced Jim McElroy, General Manager of the Westside/Central Service Sector.

Adjourned at 6:45 p.m.

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Michele Jackson, Council Secretary